

Subject
Meetings

Agenda for DD/S Luncheon

7 December 1955

1. Comment on unresolved problems identified during the Special Clandestine Services Orientation course.

(As of 8 August 1955, the Comptroller, Director of Training, Director of Security, and Director of Personnel were individually requested by memorandum to undertake studies of problems identified in the SCSCOC involving their respective office responsibilities. Each office was requested to keep the DD/S informed of progress and significant developments re these studies. No specific suspense date for reports was given. Suggest that inasmuch as the SCSCOC is now terminated, written progress reports be submitted by 2 January 1956.)

2. Comment on submission of Fitness Reports.

(Suggest office heads be commended for clearing up backlog of Fitness Reports 90 days overdue. The present problem is to submit Fitness Reports within the due dates established by the Office of Personnel, thereby obviating the large number of the Reports which are 30 to 60 days overdue.

3. Comment on agenda items to be covered at the Senior Staff Meeting on 12 December 1955.

a. Discussion by General Cabell of the "Agency Training Policy," (Notice No. [REDACTED], 29 October 1955).

b. Final report by the Director of Personnel on the Consolidated Charities Fund drive.

c. Discussion by the Director of Personnel of new Regulations on Personnel Assignment and Promotion Policies.

d. Comment by the Director concerning Christmas and New Year's Holiday duty requirements (Monday, 26 December 1955 and Monday, 2 January 1956, are official holidays). [REDACTED]

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4. Comment on failure of offices to comply with deadlines for the submission of reports to the DD/S. (Attached reference indicates experience with 3 deadline calls.

5. Introduction of Mr. Norman Paul, Legislative Counsel, and farewell remarks of Mr. Pforzheimer.

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**Estimates of Foreign Travel under the Area
Familiarization and Survey Program**

At 2 Nov 55 Luncheon Colonel White requested these reports not later than 23 Nov 55. By cob 23 Nov 55 reports from the following offices had not been received:

Audit	Personnel
Logistics	PAPS
Management	Security
Medical	Training

Conflicts of Interest

Also at 2 Nov 55 Luncheon attention was called to Notice [REDACTED] "Conflicts of Interest," and offices advised to submit appropriate reports covering the period 1 June to 30 November 1955. On 5 December [REDACTED] alerted all offices re the 6 December deadline. By cob 6 December 1955 the following offices had not complied with this request:

SSA
Commercial
General Counsel

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